

**Iowa Telecommunications & Technology Commission
Grimes State Office Building, 1st Floor
400 E. 14th Street, Des Moines, IA 50319**

FINAL

December 17, 2014

To ensure the most efficient use of State resources, the December 17, 2014 ITTC meeting was held via telephone conference pursuant to Iowa Code section 21.8. A phone conference also ensured more Commissioners were able to participate in the meeting and reduced the risk of delays caused by weather or other impediments to travel. The meeting was accessible to members of the public through attendance at the Grimes State Office Building.

Commissioners Present

Richard Bruner, Chair (via phone conference)
Timothy Lapointe, Member (via phone conference)
Kathleen Kohorst, Member (via phone conference)
Mary Mosiman, Ex-Officio Member (via phone conference)
Mary Sellers, Member (via phone conference)
Kelly Dolan Lange, Member (via phone conference)

Iowa Communications Network Staff Present:

Ric Lumbard, Executive Director
Mark Johnson, Chief Operating Officer
Deb Evans, Chief Financial Officer
David Marley, Operations Manager
Philip Groner, Business Services Manager
Helen Troyanovich, Engineering Manager
Mike Cruise, Finance Manager
Jontell Harris, Government Relations Director
Lori Larsen, Communications Director

Guests:

Frank Hilton, Iowa Network Services (INS)
David Faith, Attorney General's Office (AG)

Call to Order

Chair Bruner called the meeting to order at 10:32 a.m. It was noted that a quorum of members was present for the meeting.

Approval of the October 15, 2014 and November 19, 2014 Meeting Minutes

Commissioner Sellers moved to approve the October 15, 2014 and November 19, 2014 Iowa Telecommunications and Technology Commission (ITTC) minutes as written. Commissioner Dolan Lange seconded the motion. The minutes were approved unanimously.

Commissioner Kohorst – Yes
Commissioner Dolan Lange – Yes
Commissioner Lapointe – Yes
Commissioner Sellers – Yes
Commissioner Bruner – Yes

Old Business:

Network Managed Services Vendor Transition – Dave Marley

Everything is on track and the team is meeting on a weekly basis addressing any situations that may potentially go wrong. FiberUtilites Group has maintained the majority of the previous vendor's employees to implement the new contract. The transition for Network Operations Center (NOC) operations should be fairly seamless; however, there are a few logistical items in the field to manage. The majority of field staff will remain the same and will have to switch trucks, tools and computers. The new trucks are in place and

look nice with the new ICN logo. It is believed that everything will run smoothly as a “Mac freeze” is currently underway which means that ICN does not pass any additional change work after December 15. It has also been discussed as to which projects will be carried over from 2014 to the 2015 calendar year.

Chair Brunner: It sounds as though you have everything covered quite well. Your team has worked hard to make this a seamless transition.

Network Locate Request for Proposal (RFP) – Mark Johnson

The Locate RFP closed on Friday, December 12; two responses have been received. The responses have been provided to the evaluation team, anticipating that they will begin meeting after the first of the year and will be ready to award the contract by the end of January or first part of February. An agreement has been reached with Windstream and they will continue to provide the locate services after the first of the year for the months of January, February and March while ICN is in transition and getting the new contract in place.

Chair Brunner: Thank you Mark, it appears that this will be a seamless transition as well.

Voice Managed Services (VMS) Process Update – Deb Evans

Negotiations are still taking place with CenturyLink regarding pricing. Recabling certain buildings on the Capitol Complex is an additional job that the ICN will undertake as discussions on the most competitive pricing is occurring. The Statement of Work is currently being discussed with ICN’s Management Team and has been returned to CenturyLink. It does not appear that they are concerned with any changes made on the Statement of Work. Teams have been formed and are in place so once the Contract is signed, the work will begin.

Finance Update – Mike Cruise

Mike discussed a few highlights from the *Budget-to-Actual* handout. The month of November showed a positive net cash of over \$630,000 after non-appropriated equipment expenditures it was over \$580,000. This marks the first time this year that ICN is operating in a positive state. The budget is behind a couple of months due to the maintenance agreements expiring at the end of the fiscal year. The renewals will be due in July and will be paid in August, causing a delay in the positive cash flow for a couple of months which is normally August and September. This year it was November.

Video Services and Motion Picture Experts Group (MPEG) usage continues to decline. The largest flat-rate user continues to be the Community Colleges by a large percentage. Voice Service revenues are declining slowly, but the margin stays healthy. Most data services appear to be below budget with the exception of Internet. Internet usage has resulted in the ICN being 3 percentage points above budget.

Outside Plant shows a decrease in expenses since claims were submitted to the Executive Council for reimbursement on fiber cuts that occurred over the past couple of years, which resulted in a large booking against those expenses in October and November.

New Business:

Broadband Matters Campaign Presentation – Ric Lumbard

This marks a very exciting time for the ICN as the Broadband Matters campaign went live on Thursday, December 11, 2014. The ICN has been contacted by the Department of Education (DOE); Science, Technology, Engineering and Mathematics (STEM) Advisory Council; Media; Vendors; and even customers regarding the Broadband Matters Campaign.

Lumbard gave a synopsis of the purpose of the Broadband Matters campaign, which is to:

1. Educate the public on the availability of broadband services and technologies.
2. Foster the understanding of the need for broadband and the role it plays in Iowa’s future in a 21st century global marketplace.
3. Propel the entire statewide broadband conversation; even beyond the reach of the ICN and its

authorized customer base.

During last year's Legislative Session, during the interior of discussions- ICN 2.0, cell sighting, and wireless broadband, it became clear that there was not a single conversation point clarifying:

- What is broadband?
- Why it is needed.
- How it impacts the State of Iowa.

ICN believes that this is the force behind moving the broadband conversation forward. The Broadband Matters presentation has already been delivered numerous times. A portion of the Broadband Matters campaign was presented to the Governor during the ICN's budget hearing. A forum was held within the ICN and the Broadband Matters Presentation was delivered to the Governor's staff. The Broadband Matters campaign was also delivered to the Chief Information Officer (OCIO), who in turn requested that the presentation be made to the STEM (Science, Technology, Engineering and Mathematics) Broadband Committee. The chairman of the STEM Broadband Committee has distributed the Broadband Matters Campaign statewide, recommending that Education, Healthcare, Government and everyone embark on the need for broadband within the State of Iowa.

The fuse has been lit but other state agencies have been instrumental in carrying the message forward. The ICN focuses on:

- Education
- Healthcare
- Public Safety
- Government

The Broadband Matters message is not limited to these four areas. ICN encourages the broadband conversation to address Economic Development and Residential issues within the state. The ICN does not have any connections regarding Residential connectivity so communication has occurred with Dave Duncan of the Iowa Communication Alliance (ICA). Communication will be kept open by disclosing how Broadband Matters in the State of Iowa.

Social media including Facebook, Twitter, Broadband White Paper, and Videos are now available on the ICN website. Legislative informal sessions and roundtable forums will take place regarding media relations.

Discussion

Commissioner Bruner – Congratulations to Lori Larsen and her team for a job well done. This has been a major undertaking and has been very well received. The Broadband Matters message needs to be heard defining what Broadband is and what role the ICN plays. The Broadband Matters website gives clarity to those questions.

Chair Lumbard – The White Paper is a detailed overview about the Broadband Matters campaign. Customized flash drives have been distributed that include the White Paper and a video in addition to the Broadband Matters logo. Permission was granted from Wisconsin to use some of their information for the White Paper. Also included on the website was a Broadband 101 primer to provide education on what Broadband is and to teach people the many aspects of Broadband. This has received attention from the education arena as fourth graders are now beginning to code websites. In the same way the educational community is taking technology into the elementary schools, the 101 Primer can be utilized for teaching elementary students how important broadband is to deliver their websites. This website goes far beyond what is termed as professional Telecommunications Arenas and will impact the technological workforce in the State of Iowa in the future.

Lumbard highlighted the eight spokespeople who graciously gave of their time and provided powerful content for the Broadband Matters website in addition to statements made by Governor Brandstad.

Upcoming activities were discussed and the timing is critical with E-Rate and the Legislative Session

beginning next month (January). It was noted that FiberUtilities has 18 new service vehicles with the Broadband Matters logo located on the sides and rear of the vehicles carrying the Broadband Matters message.

Campaign Highlights

Campaign Highlights

1. **Educate** the public on the availability of broadband services and technologies.
2. **Foster the understanding of the need for broadband and the role it plays** in Iowa's future in a 21st century global marketplace.
3. **Propel the entire statewide broadband conversation**; even beyond the reach of the ICN and its authorized customer base.

Campaign Focuses


Campaign Focuses

- o ICN Focus
 - o Education
 - o Healthcare
 - o Public Safety
 - o Government
- o Economic Development
- o Residential

White Paper

White Paper

- o Overview information about Broadband Matters campaign
- o Content:
 - o About Broadband
 - o Areas of Focus
 - o Videos
 - o Data
 - o Summary



Spokespeople

Broadband Matters Spokespeople

- o **Bob von Wolfradt**, State Chief Information Officer
- o **Debi Durham**, Iowa Economic Development Authority Director
- o **John Carver**, Superintendent, Howard-Winneshiek CSD
- o **Gregg Cruickshank**, Superintendent, Sidney CSD and South Page CSD
- o **Daren Relph**, CEO, Wayne County Hospital, Corydon
- o **Sergeant Tom Lampe**, DPS Interoperability Officer
- o **Ken Bosier**, Judicial, Director of Information Systems & Technology
- o **Ric Lumbard**, ICN Executive Director

Discussion

Commissioner Lapointe - Commissioner Lapointe applauded Lori Larsen and the staff for a job well done.

Commissioner Kohorst – Commissioner Kohorst thanked the staff for the terrific Broadband Matters website. She expressed how thrilled she is to see the campaign come to fruition.

Commissioner Sellers – Commissioner Sellers congratulated the staff and was in agreement with the other commissioners in a job well done. **Executive Director Lumbard** – Lori Larsen has worked effortlessly for many months on this project with different consultants to put this together in a timely fashion.

Action – 2015 Meeting Dates – Jontell Harris

The ITTC meeting schedule was presented for calendar year 2015. Commissioner Lapointe made the motion to approve the 2015 ITTC meeting schedule. Commissioner Lange seconded that motion.

Commissioner Kohorst – Yes

Commissioner Dolan Lange – Yes

Commissioner Lapointe – Yes

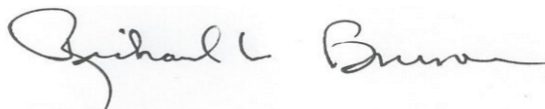
Commissioner Sellers – Yes

Commissioner Bruner – Yes

Adjournment

Commissioner Kohorst moved that the meeting be adjourned. The ITTC meeting adjourned at 11:31 a.m.

ATTESTED TO:

A handwritten signature in dark ink, appearing to read "Richard L. Bruner", is written over a light gray rectangular background.

Richard Bruner, Chair, Iowa Telecommunications and Technology Commission